

**DAFR4520 STARS TO FAS FINANCIAL ACTIVITY REPORT**

**Category:** Financial

**Type:** Requestable

**Design:** Fixed

**Data Source:**  
FAS financial activity file

**Purpose:**

- Presents all STARS transactions that were sent to FAS.
- Data is sorted by agency, fund, fund detail, budget unit, transaction year and budget fiscal year.

**Totals by:**

- No subtotals.
- Total shown is for a specific fund, fund detail, and budget unit.

**Period Options:**

Current Month (CM)	Prior Month (PM)	Current Period (CP)	Prior Period (PP)	Prior Year (PY)
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**Frequency Options:**

One-time	Daily	Weekly	Monthly	Period	Quarterly	Yearly
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**Report Generate Date:**

Format: (MMDDYY)

**Note:** FAS has a processing schedule. The generate date must match a processing date for the report to generate.

**DESIGN OPTIONS****REPORT LEVEL – PAGE BREAKS:**

AGENCY SUFFIX  
**Not used**

LOCATION / BUDGET UNIT  
**Not used**

RESPONSIBLE NAME  
**Not used**

CLASS CODE  
**Not used**

**FILTERS – REDUCE THE REPORT SIZE:**Special Selection 1
   
**Not used; leave blank**Special Selection 2
   
**Not used; leave blank**Agency Suffix Range (ASX)
   
**Not used; leave blank**

**STATIC ELEMENTS IN THE REPORT**

- Transaction identification
- Current document
- Effective date
- Component number
- Revenue subobject
- PCA
- STARS transaction code
- Grant / grant phase
- Amount
- Budget fiscal year
- Current document suffix
- Property number
- Expenditure subobject
- Index
- Invoice description
- Reverse indicator
- Project / project phase
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*SEE [DAFR4520](#) FOR AN EXAMPLE OF THIS REPORT*

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## Making a report request

To make a report request you may:



ACCOUNTING HELPLINE  
**(208) 332-8827**

E-MAIL

[DSAHELPLINE@SCO.STATE.ID.US](mailto:DSAHELPLINE@SCO.STATE.ID.US)

The information required making a report request include:

### Report Request Options

- ⇒ Report number
- ⇒ Reporting period
- ⇒ Request frequency
- ⇒ Report levels
- ⇒ Filters

### Report Distribution Options

Who the report goes to:

- Agency name
- Agency contact
- Special instructions

Where the report will print or be viewed?

How many copies?